

APPLICATION

study volunteer intern

Instructions

Applying for a World Endeavors program is easy.

Follow the three steps below and if you have any questions, feel free to e-mail us at info@worldendeavors.com or call us toll-free at 866-802-9678. Check out our web site at www.worldendeavors.com for more information.

Step 1: Choose Your Program

Choose your program from those listed in the World Endeavors Program Catalog or on the www.worldendeavors.com web site. Refer to the World Endeavors web site for detailed program information.

Step 2: Complete the Application Package

The Application Package includes:

VOLUNTEER OR INTERNSHIP PROGRAM APPLICANTS

- Sections 1–11 of the application form
- Two color passport-sized photos
- A US\$200 application fee made payable to World Endeavors
- Résumé or Curriculum Vitae

STUDY ABROAD PROGRAM APPLICANTS

- Sections 1–16 of the application form
- Two color passport-sized photos
- A US\$200 application fee made payable to World Endeavors
- Résumé or Curriculum Vitae
- Letter of Recommendation (to be mailed by the applicant's academic advisor or professor)
- One official copy of your college transcript

Step 3: Mail the Application Package

After you've ensured that the application package is complete, mail it to:

World Endeavors
3015 E. Franklin Ave.
Minneapolis, MN 55406



All applicants must complete this page.

1. Contact Information

Name (Last, First, Middle) Preferred version of your name (i.e. Joe instead of Joseph)

Current Street Address City State/Province Zip/Post Code Country

Telephone: Home Telephone: Cellular Email Address

The above information will be current until (month/year)

Permanent Street Address (if different from above) City State/Province Zip/Post Code Country

Permanent Phone Permanent E-mail

2. Personal Information

Country of Citizenship Social Security Number (US only)

Birth date (mm/dd/yy) Current Age Gender (M/F)

Passport

Passport Number Issuing Country Expiration Date (mm/yy)

Emergency Contact

Name Relation to you

Telephone: Home Telephone: Cellular E-mail Address

Address City State/Province Zip/Post Code Country

3. Program Information

I would like to : Study Intern Volunteer

1st Choice: Country Specific Program or Subject Dates Duration (# of weeks)

2nd Choice: Country Specific Program or Subject Dates Duration (# of weeks)

3rd Choice: Country Specific Program or Subject Dates Duration (# of weeks)

All applicants must complete this page.

4. Language Proficiency

Please list your language skills below in order of proficiency. For second, third, and fourth languages, rank your proficiency from poor (1) to excellent (5) by circling the appropriate number:

	Beginner	Intermediate	Advanced	Fluent
First language: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Second language: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Third language: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fourth language: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. How did you hear about World Endeavors?

Referral Poster / Flyer Link on a web site Search Engine Study Abroad Fair Study Abroad Office

Other (please explain) _____

6. College or University

Are you currently enrolled at a university or college? Yes No

If yes, at which university / college are you enrolled? _____

Major / Minor

Cumulative GPA

Year in School: Freshman Sophomore Junior Senior

7. Travel Experience

Briefly describe your past travel experiences. This may include both domestic and international travel.

9. Method of Payment

Note: The \$200 application fee is non-refundable.

I am enclosing a check or money order [payable to World Endeavors] I am paying by credit card [complete card information below]

Credit Card Authorization

I hereby authorize World Endeavors to charge my credit card account in the amount not to exceed \$ 200.

Visa Mastercard American Express Discover

Cardholder's Name (as it appears on card)

Credit Card Number

Expiration Date

Credit Card Billing Address

Street

City/State/Zip

Country (if not US)

Daytime Telephone

Evening Telephone

As the credit card holder, I hereby authorize the above transaction.

Cardholder's Signature

Date

OPTIONAL: As the credit card holder, I also authorize World Endeavors to charge my credit card for future changes verbally approved by me.

Authorization Valid Until (Month/Year)

Initials Here

10. Final Forms and Payment Deadlines

Please check the World Endeavors program schedule and price list (found in the Program Catalog) or the web site (www.worldendeavors.com) for the specific program schedules and deadlines. Once your application is accepted, you will receive an invoice for the balance of your fees.

11. Refund Policy

In order to maximize the value of our programs to our participants, World Endeavors makes financial commitments on your behalf prior to the program start date. Accordingly, we have instituted this limited refund policy for which we can make no exceptions. All cancellations must be signed and sent in writing via fax or mail. Phone calls and e-mails are not acceptable. The \$200 application fee is non-refundable. No refunds will be made other than those specified below:

- If a participant withdraws after the payment due date, but prior to the actual start date of the program, the World Endeavors refund policy is as follows (measure: 1 week = 7 calendar days):
 - If the participant withdraws 7 or more weeks prior to the program start date, World Endeavors will retain 10% of the program fees and refund the rest.
 - If the participant withdraws 5-6 weeks prior to the program start date, World Endeavors will retain 25% of the program fees and refund the rest.
 - If the participant withdraws 3-4 weeks prior to the program start date, World Endeavors will retain 50% of the program fees and refund the rest.
 - If the participant withdraws 1-2 weeks prior to the program start date, World Endeavors will retain 75% of the program fees and refund the rest.
 - No refund will be provided if a participant withdraws after the program start date.
- If a participant wishes to defer participation to a future program, the application fee will be applied to the cost of that program but will not be refunded.
- Participants who have not yet paid program fees in full for reason of financial aid deferment or other payment arrangements will be held responsible for the above stated costs depending on their date of cancellation.
- Once the program begins, no refunds are granted for meals, housing, tuition, World Endeavors-sponsored activities or excursions or transportation unused by students due to absence or any other reason.
- Participants who enroll in multiple programs will be responsible for the above stated costs depending on their date of cancellation in relation to the program start date of the first program.

12. Agreement and Waiver

Your signature on this application form indicates your understanding and acceptance of the following statements:

- I certify that all of the information I have provided on this application is correct.
- I agree to stand by the financial, academic and conduct policies set forth by World Endeavors and partner institutions/organizations.
- As World Endeavors will be working on my behalf, I hereby authorize the release of my application and other records to its affiliated partner institutions/organizations.
- I authorize the appropriate officials of my overseas, host institutions to forward official transcripts of the academic work I complete while abroad to World Endeavors. World Endeavors will then release this information to the appropriate officials at my home institution and may contact my study abroad advisor. (Applies to academic programs.)
- I authorize World Endeavors to release my name and program information to my parents/family.
- In consideration of the benefits accruing to me from the World Endeavors Program and other good and valuable consideration, do hereby release and discharge World Endeavors and any and all of their agents, employees, or representatives including persons, parties, organizations or agencies collaborating with them, from all actions, suits, claims, or liability for damages or other legal or equitable relief of any nature resulting from, arising out of, or related to my participation in the program (including, without limitation, claims for personal injury, property damage, deviation, delay, curtailment). World Endeavors or the sponsoring institution reserves the right to cancel or alter any program or course for any reason.

Signature of applicant

Date

Signature of Parent or Guardian (if applicant is under age 18)

Date

Complete sections 13-16 ONLY if you are applying for a Study Abroad Program.

13. Course Preferences (Study Program Applicants Only)

Student's Name _____ Home College or University _____

Program Applying For (country) _____ Foreign College or University _____ Semester / Term _____ Arrival Date _____

Please list, in order of preference, the courses that you wish to take abroad. For up-to-date course information, contact World Endeavors. In addition, to determine how courses taken abroad will transfer back to your home university, please make sure that you contact your academic advisor before submitting your choices. Registration for the following courses will take place after your arrival at the host university.

Semester <small>Winter / Spring / Fall / Summer</small>	Course Number	Course Name	Will Transfer Back As <small>(i.e. HUM 1001)</small>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

14. Academic Credits (Study Program Applicants Only)

Use this section to request that credits earned while abroad are transferable to your home university.

Student Name _____ US University/College _____

Name of Academic Advisor _____ Title _____ Advisor's Signature _____

15. Payment Information (Study Program Applicants Only)

Financial Aid / Scholarships Personal Funds Other

16. Recommendation Form (Study Program Applicants Only)

Applicant

Please complete the information below and give this form to one of your professors or advisors along with a stamped envelope. Have your recommender mail the completed form directly to World Endeavors at:

World Endeavors
3015 E. Franklin Ave
Minneapolis MN USA 55406

Please type or print in ink.

Your Name

Your College or University

Program to which you
are applying

Location of the Program

Program Dates

Check one of the following statements and sign below:

I hereby forgo my claim of letters on behalf of my application to the World Endeavors program indicated

I do not wish to forgo my claim of access to letters of recommendation written on behalf of my application to the World Endeavors program indicated.

Signature of Applicant

Date

Please mail completed form to:

World Endeavors
3015 E. Franklin Ave
Minneapolis MN USA 55406

To Be Completed by University/College Faculty or Staff

Please type or print in ink.

How long have you known the applicant? _____

In what capacity? (please check all that apply)

- Student in large class
 Student in small class
 Advisee
 Other: Please describe

Please rank the applicant in the following categories from poor (1) to excellent (5):

Current academic performance	1	2	3	4	5	N/A
Potential for academic success	1	2	3	4	5	N/A
Self-reliance	1	2	3	4	5	N/A
Maturity	1	2	3	4	5	N/A
Confidence	1	2	3	4	5	N/A
Reliability	1	2	3	4	5	N/A
Relationship skills	1	2	3	4	5	N/A
Flexibility/adaptation to new situations	1	2	3	4	5	N/A
Communication skills	1	2	3	4	5	N/A
Motivation	1	2	3	4	5	N/A

Comments:

3. Please briefly describe reservations you may have with regards to this student's participation in a program abroad.

University/College Faculty or Staff Personal Information:

Name

Title/Position

University

Telephone

E-mail

Address

City

State/Province

Zip/ Post Code

Country

Signature

Date



**Providing opportunities for
immersive experiences abroad.**

3015 E. Franklin Ave
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f: 612.333.2626
e: info@worldendeavors.com
w: www.worldendeavors.com